

1 April 1982

NOTE FOR THE RECORD

SUBJECT: Proposal that the Classification Review
Division Review E.O. 12065 Mandatory
Classification Review Requests

REFERENCE: Memorandum for D/OIS from C/CRD dated
8 October 1981, same subject (OIS 81-939)

STAT 1. Per [] request of Tuesday,
30 March, I checked the status of subject
proposal. The paper was finally located with
[] who had the following comments:

This paper has been overrun by
events. The proposal was put before
Mr. Fitzwater who agreed with it, who
in turn proposed it to Mr. McMahon who
also agreed with it, but it is a
political issue and Mr. McMahon is
going to push for it but has not done
so yet.

STAT 2. The above information was furnished
[] on Thursday, 1 April 1982.

STAT



NOTE:

I BELIEVE THAT DIS
WAS CONFUSED AT THE BETWEEN
THE DECISION FOR OUR TAKING
OVER MANDATORY REVIEW, AND
THAT FOR OUR ASSUMPTION OF
CONSOLIDATED MANUSCRIPT
REVIEW. THIS IS THE WAY THE
LATTER PLAYED OUT.

NEVERTHELESS, I HAVE
TALKED TO DIS THIS DATE
(2 APRIL 1982) WHO CONFIRMS
THAT OUR TAKING OVER MR
HAS BEEN TAGGED AS A
DEAD ISSUE & THEREFORE
NEED NOT BE ADDRESSED
IN OUR PAPER ON THE FUTURE
OF CRD.

ALS

6 October 1981

MEMORANDUM FOR: Director of Information Services

FROM:

Chief, Classification Review Division

SUBJECT: Proposal that the Classification Review Division
Review E.O. 12065 Mandatory Classification Review
Requests

1. Action Requested: Your approval is requested to initiate discussions on transferring the review of E.O. 12065 mandatory classification review requests to CRD.

2. Background: E.O. 12065, Section 3-501, states that, "Agencies shall establish a mandatory review procedure to handle requests by a member of the public, by a government employee, or by an agency, to declassify and release information." Mandatory classification review requests that come to the CIA usually originate from other U.S. Government agencies or from the various Presidential Libraries. The CIA documents or information are sent along with the request to IPD. The latter is responsible for determining what review is required and which components should make the review, for coordinating additional reviews as are deemed necessary during the first-round review, and finally for preparing the response that will go to (to) the requester or to the referring agency. The documents or information will be reviewed at least twice in each component charged in the first-round review. Those components may also determine that the material should be reviewed by other Agency elements or other government agencies and will notify IPD which then arranges the additional review. Because of the multiple component reviews, in 1978 there were 428 mandatory review requests that sought review by 768 separate components, thus requiring IPD to make 768 separate review processing actions. This ratio of 1.8 review actions for each request has remained fairly constant. The component reviews do not include the final overall review done by IPD when the response to the requester is being prepared. The volume of mandatory review requests has decreased from an average of 35.6 per month in 1978 to 20.2 per month in 1981. The impact that the future of the systematic classification review program will have on the mandatory review activity is unknown at this writing.

3. Manpower Estimates: It is estimated that currently about 14 man-years are expended annually to handle mandatory review requests. About one-third of

ROUTING AND TRANSMITTAL SLIP

Date

7 OCT 1981

(Name, office symbol, room number,
Building, Agency/Post)

Initials

Date

O/OIS

A

10/7

OFS

BQ

10/13

OIS

CS

10/13

Action	File	Note and Return
Approval	For Clearance	Per Conversation
Requested	For Correction	Prepare Reply
Info	For Your Information	See Me
Investment	Investigate	Signature
Justification	Justify	

I recommend approval of the proposal.
However, we should talk with
Don about the level of contact.
about after Fri staff mtg. That's
OK with John. [redacted] should notify

I recommend approval of the
proposal. First, however, we
should talk with John & Don
about the level of contact.
How about after Fri staff
mtg. That's OK with John.
[redacted] should notify Don.

STAT

Use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

(Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

GPO : 1980 O - 311-156 (17)